

## Webinar Details tab - Edit the site details

Last Modified on 06/06/2024 5:52 pm IDT

This article is designated for all users.

### About

This article describes how to edit settings on the webinar's site.

### Edit settings on the webinar site

After creating a new webinar, navigate to the Webinar details page. There are two ways to reach the Webinar details page from the site page - click **Edit details** on the webinar banner, or click the Webinar details tab.


The Webinar details page displays.

You may access the webinar site by clicking the blue **Visit webinar site** button on the top right corner of the screen, or by clicking the blue up arrow next to the Webinar URL (the URL that was automatically generated automatically when the webinar was created). You may launch the room by clicking the blue **Launch room** button.

The editable fields in the Webinar details page are as follows:

- **Webinar title** - A title for your webinar.
- **About the webinar** - A description of your webinar.
- **Start time** - The day and time your webinar will start.
- **End time** - The day and time your webinar will end.
- **Time zone** - The time zone for your webinar.

Once you are finished editing all the site details, click the blue **Publish changes** button.

 The Publish changes button is grayed out/dimmed upon entering the page, and only becomes 'clickable' after at least one edit is made to the page.

[template("cat-subscribe")]